Alberta Genealogical Society

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Bringing the past, to the present, for the future.
Since 1973

IX-C-5 -Nominations for AGS Officers

As prescribed by our bylaws, the AGS Board of Directors and the Nominating Committee invite members to nominate themselves and/or other members for the following positions:

President – 2027-2028 (one year term)
2nd Vice President – 2027 to 2029 (two year term)
Secretary of the Society – 2027 to 2029 (two-year term)

These Officers have important roles on the Board of Directors, the body charged with the governance, direction and policy for the Society. Outlines of the duties for the positions are given overleaf. Committee chairpersons, volunteers and the office coordinator carry out operation and maintenance of the various services provided by the Society.

To nominate a member for any of the above positions, please provide the following information:

Position	**President**	**2nd Vice President**	**Secretary of the Society**
Nominee (name)			
Acceptance (signature)			
Nominated by (name)			

Candidates for office will be asked to provide a biographical outline and an election will be conducted by ballot prior to the Annual General Meeting for positions attracting more than one candidate.

Outline of positions

The President supervises the affairs of the Society and the Board of Directors, chairs Board meetings and the Annual Meeting of the Society, acts as a spokesperson for the Society and as a signatory on contracts and official Society documents.

Second Vice President

The election for the office of Second Vice President is held in years ending with an odd number and is for a two-year term. The Second Vice President chairs the meetings of the Board of Directors in the absence of the First Vice President and performs the functions of the President when the President and the First Vice President are both unavailable. She/he is expected to be familiar with the contents of the AGS Operations Manual, to liaise with selected appointees and committee chairs and report these activities to the Board meeting.

Secretary of the Society

The election for the office of Secretary of the Society is held in years ending with an odd number and is for a two year term.

The Secretary of the Society maintains an adequate and accurate record of the proceedings of all meetings of the Society and Board, has charge of the Seal of the Society and makes the necessary annual reports to government agencies. She/he liaises with selected appointees and committee chairs and reports their activities to the Board of Directors. She/he ensures that the AGS Operations Manual is regularly reviewed and updated and that changes are distributed to all holders of the Manual.

Please forward all nominations by January 31, 2027 to

The AGS Nominating Committee
Unit 162, 14315 118 Avenue
Edmonton AB T5L 4S6
Or email to agsoffice@abgenealogy.ca

For detailed descriptions of the responsibilities of these positions, please refer to the Alberta Genealogical Society Operations Manual, Section V Number V-30 and V-50.